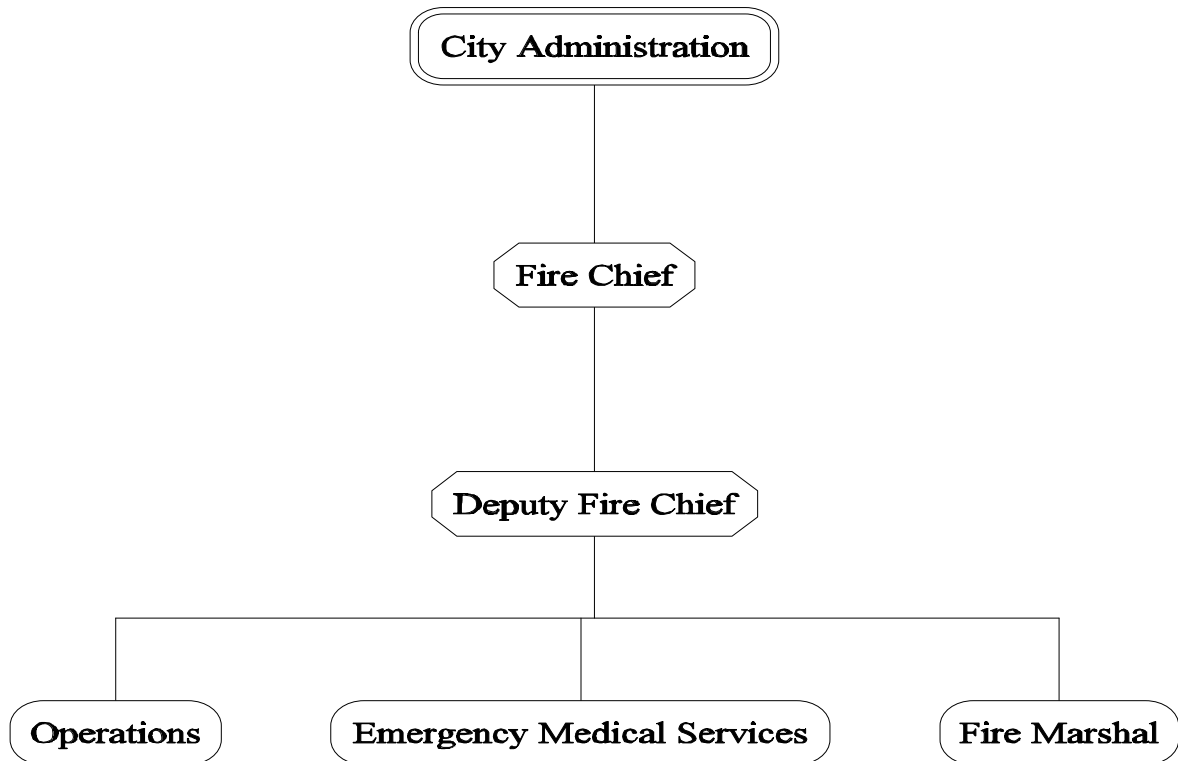


CITY OF ANNAPOLIS

Fire Department

Organization Chart



Fire Department

Fund Support:

General Fund

Description:

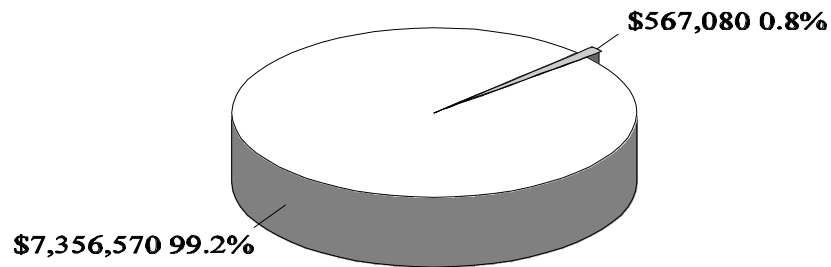
The basic responsibility of the Annapolis Fire Department is to deliver rapid effective service when fire, medical and other hazardous emergencies occur. These services are extended through three engine companies, two truck companies, and three Advance Life Support ambulances. The department supports

a Rescue vehicle and a fireboat utilizing staffing from an Engine Company. Services provided by this department are as follows: 1) respond to and extinguish fires, prevent fires in case of fuel spills and electrical malfunctions and deliver effective medical and rescue services; 2) deliver paramedic level medical services for injuries, illnesses and accidents; 3) conduct fire company fire prevention inspections; 4) provide public education programs on fire safety; 5) code enforcement as it relates to fire safety.

<i>Budget Summary</i>	<i>FY 2001 Actual</i>	<i>FY 2002 Adopted</i>	<i>FY 2003 Adopted</i>	<i>Percent Change</i>
Fire - Operations	\$4,635,790	\$5,026,250	\$5,562,400	10.67%
Fire - EMS	1,456,960	1,546,540	1,711,510	10.67%
Fire - Fire Marshal	529,800	587,110	649,740	10.67%
Department Total	\$6,622,550	\$7,159,900	\$7,923,650	10.67%

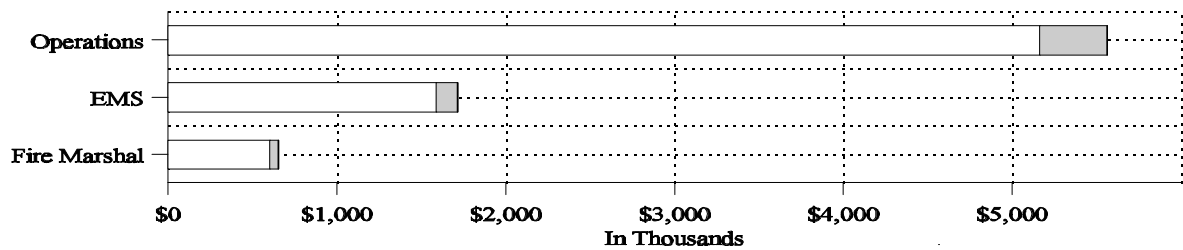
<i>Budget Summary</i>	<i>FY 2001 Actual</i>	<i>FY 2002 Adopted</i>	<i>FY 2003 Adopted</i>	<i>Percent Change</i>
Personnel	\$6,002,290	\$6,479,950	\$7,356,570	13.53%
Other Operating Expenditures	571,820	567,080	567,080	0.00%
Capital Outlays	48,440	112,870	0	-100.00%
Total Expenditures	\$6,622,550	\$7,159,900	\$7,923,650	10.67%

Fire Department *Budget By Expenditure Type*



Expenditure Graphs

Fire Department *Budget By Division*



Fire Department Staffing Summary

	<i>FY 2001 Actual</i>		<i>FY 2002 Adopted</i>		<i>FY 2003 Adopted</i>	
	<i>Perm</i>	<i>Temp</i>	<i>Perm</i>	<i>Temp</i>	<i>Perm</i>	<i>Temp</i>
Fire - Civilian	4	0	4	0	4	0
Fire - Uniformed	94	0	95	0	99	0
Department Total	98	0	99	0	103	0

Staffing Summary By Position - FY 2003 Permanent Positions

	<u>Total FTE</u>		<u>Total FTE</u>
<i>Administration:</i>		<i>EMS:</i>	
Fire Chief	1	EMS Captain	1
Deputy Fire Chief	1	EMS Lieutenant	3
Fire Captain	1	Firefighter 1/C	7
Firefighter 1/C	1	Firefighter	10
Firefighter	1	Civilian:	
Civilian:		Office Associate IV	1
Administrative Office Associate	1		
Fire Administrative Officer	1	<i>Fire Marshal:</i>	
Fire Apparatus Maintenance Specialist ..	1	Fire Battalion Chief	1
		Fire Captain	1
<i>Operations:</i>		Fire Lieutenant	2
Fire Battalion Chief	3	Firefighter 1/C	2
Fire Captain	3	Fire Inspector	1
Fire Lieutenant	12		
Firefighter 1/C	20		
Firefighter	28		

Operations

Fire Department

General Fund

Description:

To protect against injury or loss of life by fire, accident or hazardous conditions and safeguarding of property through the prompt extinguishment, control or abatement of an incident, conditioned on resources provided by the Mayor and Council.

The Operations Division consists of the 65 personnel who staff the fire engines, truck companies, rescue truck and fireboat of the department. They, along with the Emergency Medical Services, are the first line of defense against the perils of fire, accident or hazardous conditions.

The Operations Division assists the Emergency Medical Services by being trained at a level sufficient to provide immediate and temporary care until the arrival of Paramedics. The Fire Marshal's office is assisted by Operations personnel who conduct in-service inspections and public education programs.

Other departments of the City use the Operations Division to accomplish certain tasks that require the unique equipment available only to the Fire Department.

Goals:

- Provide immediate response to incidents (fire,

rescue, hazardous conditions) on an emergency basis.

- To upgrade the department's ability to handle Hazardous Materials incidents.
- To provide a safe environment on emergency incidents.

Objectives:

- To provide a response time in 90 percent of the emergency incidents within the city to 5 minutes from time of dispatch to arrival of the first unit.
- To increase our Hazardous Materials (Haz-Mat) technicians to 30 trained personnel. Presently there are 18 Haz-Mat technicians in the department.
- Upgrade Self Contained Breathing Apparatus.
- Upgrade Operational Standard Operating Procedures.

Accomplishments:

- The department has exceeded its hydrant inspection and service goal. 90% of the city's hydrants were inspected and serviced in FY01.

Operations

- continued -

Performance Indicators:

	<i>FY 2001</i>	<i>FY 2002</i>	<i>FY 2003</i>
	<u>Actual</u>	<u>Adopted</u>	<u>Goal</u>
Truck company staffing	2.37	3	3
Fire hydrants inspected and serviced	933	N/A	N/A
Hazardous Materials Technicians	N/A	N/A	30
Percent of emergency response times within five minutes	N/A	N/A	90%
Self Contained Breathing Apparatus upgrade	N/A	N/A	100%
Upgrade of Operational Standard Operating Procedures	N/A	N/A	Completion

<i>Budget Summary</i>	<i>FY 2001 Actual</i>	<i>FY 2002 Adopted</i>	<i>FY 2003 Adopted</i>	<i>Percent Change</i>
Personnel	\$4,201,600	\$4,547,460	\$5,164,310	13.56%
Other Operating Expenditures	400,280	399,520	398,090	-0.36%
Capital Outlays	33,910	79,270	0	-100.00%
Total Expenditures	\$4,635,790	\$5,026,250	\$5,562,400	10.67%

Emergency Medical Services

Fire Department

General Fund

Description:

Responsible for providing emergency health care, rescue, and related services to the citizens and visitors of the City of Annapolis, and for providing transportation to the closest appropriate health care facility.

Goals:

- Respond to all 911 calls requesting rescue services, emergency health care and/or emergency transportation in a timely manner, with personnel trained and equipped to provide the needed service at a level that meets or exceeds recognized standards.
- Provide public education, and participate in other activities to enhance the safety and well being of all who reside in or visit the Annapolis area
- Conduct the departmental infection control program to comply with OSHA regulations.
- Initiate an Hispanic outreach program to better meet the needs of this growing segment of our population.

Objectives:

- Consistently achieve emergency response times that meet or exceed the nationally recognized standard.
- Maintain the vehicles and equipment necessary to provide ALS service that meets or exceeds regional standards.
- Staff and maintain each of the first line ALS units with two Maryland-certified Paramedics at all times.
- Equip and maintain a fourth ALS Unit for use in special events and as a reserve unit.
- Maintain an adequate number of certified CPR instructors to meet or exceed increasing citizen demand for this training.
- Complete annual tuberculosis testing on all departmental members to comply with OSHA/CDC regulations.
- Provide semi-annual Spanish language training for all ALS providers and make available CPR training for Spanish-speaking citizens.

Emergency Medical Services

- continued -

Performance Indicators:

	<i><u>FY 2001</u></i>	<i><u>FY 2002</u></i>	<i><u>FY 2003</u></i>
	<i><u>Actual</u></i>	<i><u>Adopted</u></i>	<i><u>Goal</u></i>
ALS Response time in minutes (city only)	4.56	4.5	4.5
ALS Response time in minutes (all areas)	4.77	5.5	5.5
Number of fully equipped Paramedic Units	4	4	4
Number of certified ALS personnel	26	30	30
Number of certified CPR instructors	14	16	16
Number of personnel tested for Tuberculosis	64	96	96
Spanish language training hours for ALS providers	0	0	120
CPR training sessions for Spanish speaking citizens	0	2	2

<i>Budget Summary</i>	<i>FY 2001 Actual</i>	<i>FY 2002 Adopted</i>	<i>FY 2003 Adopted</i>	<i>Percent Change</i>
Personnel	\$1,320,500	\$1,423,440	\$1,589,020	11.63%
Other Operating Expenditures	125,800	123,100	122,490	-0.50%
Capital Outlay	10,660	0	0	N/A
Total Expenditures	\$1,456,960	\$1,546,540	\$1,711,510	10.67%

Fire Marshal's Office

Fire Department

General Fund

Description:

through inspection, investigation, and public fire and life safety education.

Mission Statement:

To preserve life and property from fire, explosion and other hazards through prevention, education, code enforcement and fire and explosion investigation. To enforce the City Code, the State Fire Prevention Code and the Fire Laws of Maryland.

Objectives:

- Increase public education hours to 10 hours per week.
- Obtain accreditation for the bomb Squad by adding an additional certified bomb technician.
- Obtain a second explosive detection canine.

Goal:

- Reduce loss of life and property from fire

Performance Indicators:

	<i>FY 2001</i> <u>Actual</u>	<i>FY 2002</i> <u>Adopted</u>	<i>FY 2003</i> <u>Goal</u>
Number of inspections made when fees are collected	1,577	1,700	1,700
Number of Public Education hours per week	8	10	10
Number of Bomb Technicians	1	1	2
Number of Explosive Detection Canine	1	1	2

<i>Budget Summary</i>	<i>FY 2001</i> <i>Actual</i>	<i>FY 2002</i> <i>Adopted</i>	<i>FY 2003</i> <i>Adopted</i>	<i>Percent</i> <i>Change</i>
Personnel	\$480,190	\$509,050	\$603,240	18.50%
Other Operating Expenditures	45,740	44,460	46,500	4.59%
Capital Outlays	3,870	33,600	0	-100.00%
Total Expenditures	\$529,800	\$587,110	\$649,740	10.67%

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